

**HUMAN RESOURCE ENTERPRISE
CUSTOMER COUNCIL MEETING
Grimes South Conference Room
June 7, 2006 at 1:30 p.m.**

Agenda Item	Notes
Members Present	Bill Snyder, Chair-Judicial, Cindy Morton-Revenue, Roger Stirler-Education, John Craig-AFSCME, Jim Riordan-PERB, and Mike Marshall-Legislature.
Members Absent	Marty Deaton-Public Safety, Penny Westfall-Law Enforcement Academy, Nancy Richardson- Transportation, Dean Lerner-Inspections and Appeals, Lance Noe-Drake, Bill Gardam, Vice-Chair-DHS
Other Attendees	Nancy Berggren-DAS-HRE, Ed Holland-DAS-HRE, MaryAnn Hills-DAS-HRE, Tracy Hunt-Public Safety, Dave Werning-Inspections and Appeals, Laura Riordan-DAS, Brenda Easley-DAS, and Mary Christy-Transportation
Opening Remarks	<ol style="list-style-type: none"> 1. Chairperson Bill Snyder called the meeting to order. 2. Jim Riordan made the motion to approve the minutes from the May 3, 2006 meeting and Roger Stirler seconded the motion. 3. The motion carried and the minutes were approved.
Updates	<p>Nancy Berggren told the Council that DAS-HRE's move to the Hoover Building is in progress and will be completed this week.</p> <p>Nancy also reported that the state's Wellness website has been revised and updated. Comments and suggestions are welcome.</p> <p>This year's Certified Public Manager class began in June. The number of participants has increased each year since this program began. This year's class has 43 participants from the state, city and county. More information about these classes is on the DAS-HRE website.</p> <p>The BrassRing project is on schedule and will be active June 29, 2006. Training sessions for PA's will be held in the next few weeks.</p>
Budget Update	<p>Brenda Easley gave a financial report. HRE's projected end of the year balance is \$432,594, based on April's financial statements which are on an accrual basis. Also taken into account is the net difference between expected revenues and expenses for May and June.</p> <p>As of May 26, 2006, HRE has a cash balance of \$1,014,127. This consists of the following:</p> <ul style="list-style-type: none"> • The FY '05 balance brought forward of \$64,155 • HRE's "projected end of the year" balance of \$432,594; and • HRE's Working Capital of \$517,378 • Additional revenue by the end of the year of \$164.00 <p>Because HRE is required to reimburse the Legislature for the working capital, this amount is subtracted from the total available. This provides HRE with a net available amount of \$496,913 for the start of fiscal year 2007.</p> <p>Approximately, \$615,327 is needed for cash flow in the first two months of fiscal year 2007. This means HRE will have a deficit by the end of the first two months of approximately \$118,414 (\$496,913 – \$615,327). HRE will use some of the working capital as float until the revenue streams begin. However, revenues will always be 2 months behind and HRE will still be required to pay back the \$118,414 at some time in the future.</p> <p>The year-end balance is necessary for cash flow when the working capitol has been paid back; it is not a surplus. At this point, the reserve</p>

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	is not at an acceptable level.
Customer Input on Program Enhancements	Bill Snyder distributed the results of the program enhancement survey. After discussion, Cindy Morton moved that the council vote on the proposals. Roger Stirler asked for a clarification on the motion. Bill Snyder suggested that the Council vote on the proposal that the rates be adjusted to include funding for the Labor Relations proposal for FY 08. Cindy Morton revised her motion as suggested by Bill and Mary Christy seconded the motion. The motion was defeated by vote of the Council.
Rate Setting Discussion	<p>Laura Riordan explained the FY 08 rate-setting timeline and that the process must be completed by September 1, 2006. Laura proposed that the Council meet again this month in order to meet that goal. Laura will e-mail proposed dates for another June meeting to the Council. After she has responses from the members, she will email the date, time, and location of the next meeting.</p> <p>Laura indicated that Charlotte Nelson from the Department of Human Rights has agreed to serve on the council as a small agency representative. Laura has already begun the voting that will close on June 12.</p>
Next meeting:	June 22 at 8:30-10:00 Hoover North Conference Room #7.
Adjourned:	The meeting was adjourned at 3:04 p.m.